



Bucktown Office
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2024 TAX YEAR CHECKLIST

General taxable Income sources

Employment and other income

- Forms W-2 from all employers
- Unemployment benefits – form 1099-G
- Gambling income -forms w2G or 1099
- Misc income form 1099-MISC or 1099-NEC

Self-Employment income and expenses

- Form 1099-NEC or 1099 Misc.
- Profit and loss statement
- Capital equipment purchase information
- Home office expenses (rent, utilities, improvements to office)
- Record of auto expense (insurance, fuel, maintenance) and \ or business mileage driven
- Medical insurance premiums paid
- Keogh, SEP, SIMPLE, and other self-employed pension plans

Investment Income

- Interest income (Form 1099-INT)
- Dividend income (Form 1099-DIV)
- Schedule K-1 (Form 1065): Partnerships
- Schedule K-1 (Form 1120S): S Corporations
- Foreign investment income
- Brokerage capital gains \ loss statement
- Cryptocurrency statements of gain\loss

Rental Property ownership

- Rents collected from rental property
- Expenses (advertising, property maintenance, travel to and from property site)
- Utilities paid for common area or rental unit
- Assessments paid if townhouse or condominium
- Property insurance, mortgage interest and Real estate taxes paid
- Maintenance, repairs and cleaning expenses
- Settlement statement if new purchase or sale last year

Retirement

- Pension, IRA, or annuity income (1099-R)
- Social security income and retirement benefits (1099-SSA, RRB-1099)
- Early withdrawal of IRA / pension form 1099-R
- IRA contribution amounts

EXPENSES – DEDUCTIONS

Primary residence expenses

- Mortgage interest statement - form 1098
- Real estate tax bills
settlement statement if purchased or sold last year
- Settlement statement if refinanced property

Medical - Healthcare

- HSA form 1099-SA
- FSA annual statement
- List of medical expenses paid out of pocket
- Prescriptions paid out of pocket
- Auto mileage related to doctor / medical visits
- Long term care insurance premiums

Education - Tuition

- Student Loan Interest - form 1098
- College tuition form 1098-T
- out of pocket expenses for tuition, books, fees, etc
- Education expenses for k-12 students

Other Miscellaneous

- Alimony received or paid
- Payments of Estimated Federal, State, local taxes paid
- Receipts for qualified energy-efficient home improvements (solar, windows, etc.)
- Teachers: Canceled checks or receipts for expenses paid for classroom supplies, etc.
- Adoption expenses
- Prior-year refund applied to current year and/or any amount paid with an extension to file
- Foreign bank account information: location, name of bank, account number, peak value of account during the year
- Cancellation of Debt – Form 1099-C

Childcare - Daycare expenses

- Daycare provider's name or business name, address and EIN or SSN
- Amount paid to daycare provider
- Acknowledgement letter from provider acknowledging amounts paid

Purchase of Electric Vehicle during 2024 (credits vary by vehicle type)

Energy efficiency home Credits – includes:

- Windows, exterior doors, central air conditioners;
- natural gas, propane, or oil water heaters;
- natural gas, propane, or oil furnaces and hot water boilers